



TOWN OF VERNON

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Risk Management Committee

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Town of Vernon, Risk Management Advisory Committee September 10, 2013 meeting

In Attendance:

David Hermann, Committee Member
Tony Zappola, Committee Member
Bill Gilson, Committee Member
Paul Jonas, Committee Member

Chris Wardrop, USI
John Ward, Town Administrator
Dawn Maselek, Assistant Town Administrator
Fire Chief William Call, Risk Manager

Absent:

William Nicholson

Meeting called to order by Dawn Maselek at 7:03 p.m. David Hermann was introduced to the meeting attendees.

Public Comment

Bill McManus, of 15 Eastview Drive, spoke requesting a separate item be added to the Risk Management agenda for an update on the Town's actions regarding the Amerbelle property, if it was not already on the agenda.

Approval of Minutes

Paul Jonas made motion to approve amended minutes from April 9, 2013 meeting, seconded by Tony Zappola. All in favor.

New Business

- a. A motion was made by Tony Zappola and seconded by Paul Jonas to table elections for Chairman of the committee until the October 15, 2013 meeting. All in favor.
- b.
 - i. Chris Wardrop (USI) provided handouts and a summary of the Town's RFP process for general liability, auto and property coverage. Chris explained the market conditions and stated costs are within in range looking at the numbers historically.
 - ii. Chris Wardrop (USI) explained the Town's coverage on computer fraud from internal and external sources. Chris recommended developing a risk assessment before purchasing any additional coverage, and then review policies and cost. Consider if the Town wants to purchase added coverage now or include in the next budget year.

Bill Gilson suggested the Town seek from insurance companies what needs to be in place prior to getting coverage.

- c. Assistant Town Administrator Dawn Maselek provided the committee with issues that Safety Committee is working on towards building safety. Paul Jonas inquired about the mass casualty exercise conducted at the high school, and what were the results of the after action report. Town Administrator John Ward and Fire Chief Call provided details.
- d. Motion from David Hermann to add update on Amberbelle to the agenda. Seconded by Bill Gilson. All in favor. Amberbelle update was provided by Town Administrator John Ward through chronological handout and discussion over actions by the Town within the past eight months.

Next scheduled meeting October 15, 2013

Motion to adjourn meeting called by Tony Zapolla, seconded by Paul Jonas. All in favor. Meeting concluded at 8:45 p.m.

Prepared by: Dawn R. Maselek, Assistant Town Administrator